



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
U.S. ARMY RECRUITING BATTALION ALBANY  
21 AVIATION ROAD  
ALBANY, NEW YORK 12205-1131

RCNE-AL-CO (600-20)

6 June 2003

**MEMORANDUM FOR All Battalion Personnel**

**SUBJECT: Policy Memorandum #6: Alcohol and Drug Abuse Policy**

1. References: AR 600-85, Alcohol and Drug Abuse Prevention and Control Program (ADAPCP); USAREC Suppl. to AR 600-85

2. Policy.

a. As the Commander of the U.S. Army Recruiting Battalion Albany, I support the Army's Alcohol and Drug Abuse Prevention and Control Program (ADAPCP) policies and do not condone any alcohol or drug abuse or the use of illegal drugs. I support prevention efforts, counseling, and rehabilitation, and other medical treatment to preserve the mental and physical health of soldiers, civilian employees and their family members.

b. In accordance with AR 600-85, Alcohol and Drug Abuse Prevention and Control Program, every soldier in the Albany Battalion will be tested at least once a year for alcohol and/or drug abuse.

c. Each company will coordinate with the Alcohol and Drug Abuse Prevention and Control (ADAPCP) NCO, SGT Lugo, to have every member of their company tested. An average of 25% of the battalion's soldiers will be tested each quarter.

d. All levels of the chain of command must take prompt action in identifying personnel, regardless of rank or grade, under the influence of a controlled substance or alcohol. The supervisors will immediately notify the unit commander who may direct a urine specimen be provided. If there is reasonable suspicion the member is under the influence of alcohol during duty, he/she should be escorted to the nearest medical facility, Military Entrance Processing Station where a breath measuring device test can be administered. Members with blood alcohol levels of .05 percent or above, while on duty, will be referred within 4 working days to the West Point ADAPCP for screening and evaluation. An individual identified through a positive urinalysis will also be referred for screening and evaluation within 4 working days.

e. All company commanders, station commanders, and supervisors must confront, and counsel in writing, all suspected alcohol or other drug abusing individuals under their

supervision with the specifics of their behavior, inadequate performance, or unacceptable conduct. Knowledgeable company commanders, station commanders and supervisors must provide the necessary support for motivating personnel to recognize the advantages of obtaining assistance with alcohol or drug abuse problems.

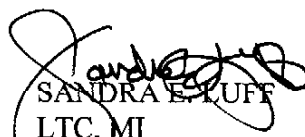
f. Voluntary (self) identification is the most desirable method of discovering alcohol or drug abuse. Each individual whose performance, social conduct, interpersonal relations, or health becomes impaired because of the abuse of alcohol or other drugs has the personal obligation to seek treatment and rehabilitation. Assistance may be sought from the unit commander, installation ADAPCP, medical treatment facility, chaplain, or any officer or noncommissioned officer in the chain of command. The local chapters of Alcoholics Anonymous (AA) areas highly recommended and bona fide treatment organizations. These chapters do not provide the name of their members; however, they may be contacted by calling the phone numbers listed under alcoholics Anonymous or AA in the local telephone book.

g. When a military member's or civilian employee's alcohol or other drug abuse is identified through military or civilian law enforcement investigation or apprehension, the commander will refer the individual to the ADAPCP for initial screening interview. This will be accomplished within 4 working days of notification. Referral for screening or enrollment does not interfere with or preclude legal or administrative actions in any way.

h. It is the policy of the Army, USAREC, and this command to use biochemical testing to preserve the health of soldiers, assess the security, military fitness, good order, and discipline of the command. The objectives of biochemical testing are for identification, deterrence, and monitoring the rehabilitation of drug abuse.

i. All soldiers will read and sign USAREC Form 1124 while inprocessing.

3. POC this policy is the battalion S-1, (518) 438-7390.

  
SANDRA E. LUFF  
LTC, MI  
Commanding